

TOWN OF DAVIE CERTIFIED POLICE OFFICER APPLICATION CHECKLIST

Applicant Name: _____ PHQ Due Date: _____

The following items are required for eligibility for the position of CERTIFIED POLICE OFFICER. The following items **MUST** be submitted with employment application:

- _____ Complete Application for Employment in its entirety prior to submission
- _____ EEO form (part of application)
- _____ Veterans Preference form (if applicable) please review #12 on employment application
- _____ DD214 - Military Discharge papers (if applicable)
- _____ Applicant's Driving History Form (part of application)
- _____ Copy of Driving profile (Must include the last seven (7) years or greater. **NO internet copies will be accepted.**)
- _____ Drug-Free & Alcohol-Free Workplace Applicant Notification & Acknowledgement Form (part of application) (Witness required. Anyone 18 years of age or older.)
- _____ Release to Procure an Investigative Consumer Report Form and Release (part of application)
- _____ Waiver Form for Pre-Employment Background Investigation (part of application) (Notary required prior to submission. Located in any financial institution or Clerk of Courts office.)
- _____ Copy of Social Security Card
- _____ Copy of Driver's License
- _____ Copy of High School Diploma or GED Certificate
- _____ Copy of Birth Certificate or completion of Acknowledgement of Certificate of Naturalization form (this form is available at Town Hall)
- _____ Current Basic Motor Skill (valid for six months)
- _____ Swimming test (valid indefinitely)
- _____ Dispositions (Criminal and /or driving offenses. Obtainable at Clerk of Courts in the county where offense occurred)
- _____ State of Florida Police Officer Certification

Accepted by: _____ Date: _____